



D-R-A-F-T

CHARTER
Atlanta Federal Executive Board
Human Resource Development Committee
(HRDC)

Purpose/Mission:

The Atlanta Federal Executive Board Human Resource Development Committee is hereby established to provide a forum for the sharing of ideas, resources, information, and knowledge in the field of human resource development among all Federal agencies in the greater Atlanta Metropolitan Area.

Membership:

Committee membership is open to official representatives of all Federal agencies in the Atlanta area who wish to take an active part in fulfillment of the mission of the committee. Agency representatives are nominated for membership by their agency director. Associate memberships may be offered to agency representatives outside the Atlanta area on a case by case basis and will primarily involve employees of Federal agencies active in their respective Federal Executive Associations within the southeast.

Officers:

Leadership of the HRDC will consist of two Co-Chairs appointed by the Chair, Atlanta Federal Executive Board. Each committee Co-Chair will serve a period of two years.

Subcommittees:

All committee members will be expected to serve on at least one subcommittee. Subcommittee leadership will be through appointment by the Co-Chairs. Leadership positions within the HRDC should be viewed as an opportunity to exercise a leadership role in the Atlanta Federal community.

Standing subcommittees will consist of the following:

Membership - the membership subcommittee will entertain requests for HRDC membership and make recommendations to the full committee. The membership subcommittee will also periodically review the status of current members to determine if active participation is occurring on the part of the member and will

make recommendations on continued membership. To maintain an active membership status, members are expected to be present during all committee meetings. In the case of a scheduling conflict, members may send a representative to take part in the committee meeting and report back to the member. Members who miss three committee meetings without representation will lose their membership status.

Program - the program subcommittee will plan agendas for quarterly committee meetings as well as follow through on all necessary advance publicity for each meeting. The subcommittee will also contact and provide logistical support to invited guest speakers for the meetings when appropriate.

Special Events - the special events subcommittee will plan and carry through on significant special events as decided by the full committee. Special events are those which further the enhancement of human resource management by all Federal agencies in the Atlanta area. These special events should offer developmental opportunities not only for HRD Professionals but also for senior executives as well as HR Professionals in any HR field. The HRD Committee, with FEB support, will periodically sponsor educational events of interest to each of these groups.

* where is the Career Development Sub-Committee?